HELLESDON PARISH COUNCIL
Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: clerk@hellesdon-pc.gov.uk

MEETING OF THE FULL COUNCIL

Notice of meeting to be held on Tuesday 10 February 2026 at 7pm in The Council Chamber, Diamond Jubilee Lodge Wood View Road, Hellesdon.

Councillors are summoned to attend for the purpose of transacting the following council business.

The Openness of Local Government Bodies Regulations 2014
Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting.

AGENDA

Welcome by the Chairman

1. Apologies and acceptance for absence

To receive and accept valid apologies for absence as previously notified to the Parish Clerk.

2. Declarations of Interest and Dispensations

To receive Members' Declarations of Interest in Agenda Items and to note the granting of any Requests for dispensations.

3. Minutes from Full Council meeting held 13 January 2026

To agree the minutes of the meeting held on 13 January 2026 as a true and accurate record

4. Public Participation

a) To receive questions from the public.
(Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).

5. Council Reports

a) To receive a report from the Clerk and to note.
b) To receive verbal reports from District and County Councillors and to note.
c) To receive any updates from the Chairman and to note.

6. Financial Matters

a) Approval of Payments – to 31 January 2026
b) Earmarked Reserves Summary- to 31 January 2026
c) Approval of Payments – to 31 January 2026
d) Approval of Receipts – to 31 January 2026
e) Detailed Income and Expenditure to 31 January 2026
f) To consider financial request from St Mary's Church to help with grass cutting maintenance costs.

7. Committees

a) To receive Staffing committee report and draft minutes from the meeting held on 14 January 2026 and to note any decisions made.

b) To consider the requirement for an interview panel of five councillors for the Deputy Clerk recruitment process, and to approve the appointment of Cllrs Britcher, David Maidstone and Gurney to the panel as recommended at the Staffing Committee meeting held on 14 January 2026.

Other Business

8. To receive a verbal update from Cllr Britcher concerning the Western Link meeting held on 21 January 2026 and to note.

9. To consider granting permission for the Safer Neighbourhood Action Panel (SNAP) to use the Council Chamber at no charge for the next SNAP meeting to be held 16th March 2026.

10. To consider date, time, venue and content of the 2026 Annual Parish Meeting.

11. To consider request for routine emails received by the Parish Council office to be forwarded to all members.

12. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the item 13 in view of the confidential nature of the business to be transacted.

13. To consider quotes from contractors for the cutting of grass verges.

Jonathan Hall

Clerk of the Council

Dated 4 February 2026